

Juvenile Justice Advisory Committee Executive Subcommittee JJAC New Member Orientation

October 17, 2016

3:00pm – 5:00pm

EOPSS, Transportation Building

Minutes

Agenda:

1. Welcome/Introductions
2. EOPSS Legal Presentation on Open Meeting Law
3. JJDPA and OJJDP
 - Core Requirements
 - Other priorities of JJDPA
 - Role of OJJDP
 - OJJDP Vision and Mission Statements
4. JJAC Purpose and JJAC Member Duties and Expectations
 - Executive Order
 - Mission and By-laws
 - Subcommittees
 - Grant Awards
 - Attendance and participation at and between meetings
5. JJAC Priorities and Activities (Past and Present)
6. Executive Subcommittee Business

JJAC Attendance: Robert Gittens (Chair), Cecely Reardon (Vice Chair), Wes Cotter, Michele Arroyo, Connie Constantine, Margie Daniels, Elisabeth Jackson, George Johnson, Dr. Kimberly Larson, Amanda Moran, Geatono Mortillaro, Bridget Mussafer.

EOPSS Attendance: Angela Davis, Ednei Furtado, Doug Levine, Andrew Polk, Undersecretary Queally, Kevin Stanton, Shannon Sullivan.

Handouts: Agenda, JJAC member Duties and Responsibilities, Executive Order; Acronym List; Three Year Plan; Compliance Plan; 2014 Annual Report; Subcommittee Descriptions; Work Plan; By-laws, Proposed Regulations to JJDPA and Public Comments.

Chair Gittens opened the meeting with a welcome. All in attendance introduced themselves.

Assistant General Counsel Shannon Sullivan and Special Counsel Doug Levine introduced themselves. Counsel Sullivan then presented on the **Open Meeting Law** requirements that the JJAC must follow. Counsel Sullivan and Counsel Levine fielded questions of the attendees regarding scenarios relating to the work and communications of the JJAC.

The remainder of the meeting consisted of a overview session for the new members conducted by Chair Gittens, Ednei Furtado and Andrew Polk. Information was provided on the following topics:

- the Juvenile Justice and Delinquency Prevention Act (JJDP), its core requirements and Massachusetts' compliance status and efforts,
- the role, vision and mission of the Office of Juvenile Justice and Delinquency Prevention (OJJDP),
- the purpose of the JJAC,
- the duties and expectations of JJAC members,
- key documents pertaining to the JJAC, and
- priorities and activities of the JJAC and its subcommittees.

New members and others in attendance had the opportunity to ask questions.

Following the overview the meeting was adjourned.